

**City of Milpitas
Library Subcommittee Meeting
City Hall Committee Conference Room
Meeting Notes
Tuesday, May 23, 2006**

MEETING MINUTES

1. Flag Salute Mayor Esteves led the Committee in the Pledge of Allegiance.

2. Call to Order Councilmember Livengood called the meeting to order at 5:33 p.m.

Attendance:

<i>City Council:</i>	Mayor Jose Esteves, Council Member Bob Livengood
<i>Staff:</i>	Mark Rogge, Emma Karlen, Linda Sinclair
<i>County Library Staff:</i>	Linda Arbaugh, Sarah Flower
<i>CSI Consulting</i>	Tom Hedges
<i>Group 4 Architecture:</i>	David Schnee
<i>Chong Partners:</i>	Geoff Adams

3. Public Forum (remarks limit to 3 minutes):

- None

4. Announcements:

- none

5. Approval of Agenda:

- The Committee approved the agenda.

6. Approval of Minutes – March 28, 2006

- Approved

7. Progress Report

a. Library

- We are on schedule and currently at 95% Construction Documents.
- The tentatively schedule for Library bidding is as follows:
 - June 6, 2006 - the City Council will be asked to authorize the Library Pre-qualification program.
 - July 20, 27, 2006– Advertise for Statements of responsibility/qualifications
 - Aug. 24, 2006 - Pre-Qulfications Statements due
 - Sept. 26, 2006 – Library Subcommittee reviews results and appeals, if any approve final plans, specifications and estimate authorized advertisement for monetary bids.
 - Oct. 23, 2006 – City Council approves Bidder’s List, and appeals if any approve final PS&E, authorize advertisement of bids.
 - Oct. 24, 2006 – Issue final plans for Monetary Bids
 - Nov. 7, 8, 2006 – Pre-bid meeting dates.
 - Dec. 12, 2006 – Monetary bids due

➤ Dec. 19, 2006 – City Council awards Construction contract.

- The Library expenditures today are on target.
- Mark Rogge presented the Milpitas Public Library Cost Plan to the Committee. The cost plan indicates an 8.6% cost rise from May 2006 to December 2006. Staff had requested that Group 4 work on a cost saving plan. Group 4 had come back with a cost plan for the committee.
- The Group 4 current building construction is estimated at \$26.3 millions with a total project cost of \$39 millions.
- Staff asked that CSI also provide an independent cost estimate for the Library project. CSI number was very closed to Group 4's number. The project total from CSI's number was also at \$39 millions. The different was that CSI had \$25.5 millions for the building construction, however, their soft costs and contingency is higher than Group 4. Therefore the number came out the same.

**b. Donor
Recognition**

- There will be a Donor Recognition board at the new Library.
- Councilmember Livengood stated that the area he is most concern about is not knowing where the money is be spend to and who will have the authority to use the donation.
- All requests for expenditures for donations should be in writing. The City of Milpitas should hold to the money.
- Mayor Esteves expressed that the approval of usage needs to first go to City Council for approval. The Library most preset it to the City Council.
- Councilmember Livengood stated that the donor should get a thank letter from the Mayor and a plaque to be issue in their honor.

**c. East
Garage**

- We received five (5) qualification packages for general contractors: C. Overaa & Company, Devcon Construction, Nibbi Brothers Construction, S. J Amoroso Construction, and West Bay Builders Inc.
- Tom Hedges (CSI) stated out of the five general contractors, Overaa and Company has the most experience with parking garage structure. Chong Partners have worked with Overaa and Company on a couple of past projects.
- CSI is currently reviewing the five pre-qualification packages and it will be present to the City Council on June 6, 2006. Any bidders who is eliminated from the list and can make an appeal at the June 19, 2006 City Council. Final plans for Monetary Bids will be issue on June 7, 2006 (tentative date). The Monetary bids due date is tentatively scheduled for July 12, 2006.
- Councilmember Livengood – Is there a way to find the history of change orders and the dollar on the general contractors previous projects. Tom Hedges stated that in the pre-qualification bid packages, we asked that they provide use with references. Staff would need to call the owners to verify the information.
- Cost Estimate of Chong Partners and CSI are simpler.
- Staff will be to Council on June 6, 2006, Chong Partners Contract Amendment for the Construction Service. There is a separate line item for inspection, Geotechnical.
- The Subcommittee recommendations – Authorize the City Manager/Agency Director to execute the agreement amendment with Chong Partners Architecture for an amount not to exceed \$384,000 for construction service plus NTE \$106,000 for Geotechnical inspection needed for the construction

of the Midtown East Parking Garage, project 8161. Approved the Bidders List for the Milpitas Parking Garage and set the date of June 20, 2006 to hear appeals if any. Authorize the City Manager/Agency Director to award and execute the construction contract for the garage to the lowest responsible bidder, within the Cost Plan, subject to review by the City Attorney.

- Staff also requested to recommend the Subcommittee approve the use of the approved \$3 million appropriation from the Transit Occupancy Tax (TOT) for the Midtown East Parking Garage, project 8161.
- Mayor Esteves asked why the TOT is being used now.
- Staff stated that the Subcommittee and Council approved the concept and the time of bidding. Because of the July break we are asking that Council approve the return appropriation. Mayor Esteves would like to know at what meeting was it approved. Staff stated it was at the July 2005 Library Subcommittee that it was approved.
- Councilmember Livengood said he is fine the idea but would like to clarify on the dollar amount since he does not remember the number.
- The minutes will be provided.
- The recommendation is that to bring the \$3 million TOT appropriation to Council for the approval along with previous meeting minutes showing the \$3 million.

**d. Site
Preparation**

- We are currently at the 90% completion on the utility projects.
- There were two public meeting for the Good Neighbor program and a total of five people attended in the two days. Invitations were sent out to the businesses and an ad was placed, but very few attended. The Good Neighbor Program will provide "Find It In Milpitas" package for the contractors. These packages will have information relating to the business in the area.
- We are putting up more business open signage for the projects.
- We did have some unknown underground conditions with the utilities and found and replaced some old utilities on Main Street.
- We are trying to keep the businesses happy.
- We are removing the arsenic and lead on the former Apton site. Pesticides were removed from the under-floor of the Library and ready for a rat slab.
- SCS recommend that we should install monitoring wall after installing the garage. There is a single monitoring wall that is required to be preserves.
- We are on schedule and not a month ahead.

8. Other Business:

- None

9. Set Next Meeting Date:

- Next meeting is Tuesday, June 27, 2006.

10. Adjournment:

- Meeting adjourned at 6:16PM